

OCFO BULLETIN



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30TH ANNUAL JFMIP CONFERENCE A SUCCESS

For those who weren't able to attend, the JFMIP sponsored its 30th annual financial management conference on Tuesday, March 13, 2001 at the Hilton Washington and Towers in Washington, D.C. The focus of this year's event was "New Horizons for Financial Management" and there was a plethora of valuable information available to the many public and private-sector representatives in attendance. Karen Cleary-Alderman, the Executive Director of JFMIP, kicked off the conference and immediately following, keynote addresses were given by Whitfield Diffie, distinguished engineer at Sun Microsystems and Gopal Kapur, President for the Center for Project Management. Concurrent panel sessions were held throughout the day on such diverse issues as the challenges of e-government, building a quality workforce, emerging issues for government auditing and the new age for financial systems. Whew! There was something for everyone at this affair, and with so much to choose from, it was difficult deciding which panel to attend!

During the conference, the CFO Council Committee presented its Impact Award to several well-deserving individuals - three of whom were from the Department of Labor: Willa Green, Deborah Staton-Wright and Lee Jones. Willa Green and Deborah Staton-Wright received awards for their exemplary service on the Human Resources Committee and Lee Jones received his award for dedicated service with the CFO Council's Financial Systems Committee to design, develop and implement the Financial Systems Roadmap. The Roadmap is a web site <http://www.jfmip.gov/jfmip/roadmap.htm> that enables government agencies to access information, spreadsheets, templates, schedules and other items

needed to plan, acquire, develop, implement and operate financial systems.

But it didn't end there... an awards ceremony was also held at the luncheon session and Kenneth M. Bresnahan, former Chief Financial Officer at the Department of Labor received the Donald L. Scantlebury Memorial Award for exceptional and sustained leadership in improving financial management at the Department of Labor and in the Federal government, and Lawrence F. Alwin received the award for exceptional and sustained leadership in improving the accountability of funds for the State of Texas and State government auditing. Please join the OCFO in congratulating them for recognition of their hard work and commitment! It was great to see that the wonderful work done by many people does not go unnoticed. Although there was much to cover, the JFMIP did a wonderful job in hosting this conference and hopefully, those unable to attend this year will definitely attempt to make next year's event.



**FOURTH
CONSECUTIV
E
UNQUALIFIED OPINION
RECEIVED ON DOL'S
CONSOLIDATED
FINANCIAL STATEMENTS**

On March 1, 2001, we delivered the Department of Labor's Consolidated Financial Statements to OMB. For the fourth consecutive year, the Department has received an unqualified opinion on the statements. Additionally, the Office of Inspector General found that none of the reportable conditions contained in its report were material to the financial statements.

This year, the Department elected, pursuant to the Reports Consolidation Act of 2000, to issue the financial statements as part of its accountability and performance report. This document provides the reader a single source for many of the Department's financial reports. Among those included in the consolidated report are the Consolidated Financial Statements, the Secretary's Annual Federal Managers' Financial Integrity Act Report, the Secretary's Semi-annual Report and the Government Performance and Results Act Performance Report. The accountability and performance report is currently at the printer and will be distributed as soon as we receive it.

**OIG'S REPORTS ON
FINDINGS AND
RECOMMENDATIONS**

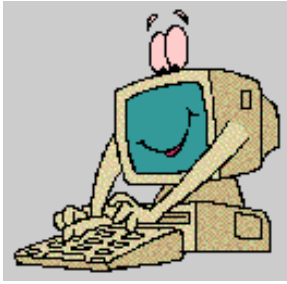
This year the Office of Inspector General issued two reports on findings and recommendations. One report was addressed to the Chief Financial Officer and contained the financial findings and recommendations; the second report was addressed to the Chief Information Officer and contained the EDP finding and recommendations. In its FY 1999 audit report, the OIG had 71 financial recommendations. During FY 2000, 30 of these recommendations were closed, while the OIG made only 11 new recommendations, leaving 52 open recommendations as of September 30, 2000. This is the lowest number of open financial-related recommendations in over 5 years. Well done DOL!

Unfortunately, after this very successful year, we cannot let up. We still have 52 recommendations that need to be resolved and closed. As usual, the OCFO is ready to help any agency which wishes its assistance. Also, the FY 2001 audit will begin around May 1, 2001.

**RECONCILIATION TEAM
ESTABLISHED**

One of the most visible findings in the OIG report deals with reconciling cash balances with the

Department of the Treasury. The OCFO has



established a team from among its staff to resolve the reconciliation problem within the OCFO and to assist agencies in resolving problems they may be having in reconciling its cash. The team has begun

its work in the OCFO and is identifying issues with the reconciliation process, as well as identifying computerized solutions to some of these issues. In addition to getting our balances with Treasury reconciled, the team will develop detailed procedures for reconciling funds with Treasury, which can be used department-wide.

of this Memo on the OCFO Issuances shelf or click here

<http://www.dol.utasouth.com/vlib/IndexCard.asp?DIN=3840>.

After June 30, 2001, Federal Reserve Banks will no longer accept Federal Agency deposits. The Director, of the Office of Accounting Operations and Payment Services, Karen Tekleberhan, sent an e-mail to Agency Finance staff forwarding a Treasury Department survey of current deposit activity and draft Treasury procedures related to the change. A copy of the e-mail and attachments are available in the OCFO Issuances shelf or click here

<http://www.dol.utasouth.com/vlib/Explore.asp?DIN=3831>.

< **The welcome mat is always out.**

The OCFO library is a 24-7 operation. Join us at <http://www.dol.utasouth.com>.

Remember, we are the gateway to key Federal Financial Management sites. Check out our links

<http://www.dol.utasouth.com/vlib/Exit.asp>.

OCFO FINANCIAL LIBRARY

TRAVEL MANAGER TRAINING OPPORTUNITIES

< **Here is what's new at the OCFO financial library.**

On March 13, 2001, the Acting CFO, Brenda Kyle, sent the Administrative Officers a memorandum about the transfer of FY 1996 unobligated S& E balances to the Working Capital Fund. As allowed by Public Law 105-78, the funds will be used to acquire capital equipment and improve financial management information systems. Find a copy

The Office of Chief Financial Officer, Division of Planning and Internal Control, is conducting hands-on training classes in Travel Manager. Travel Manager is an off-the-shelf travel document preparation software package which enables users to electronically prepare, sign, and forward travel documents for review and approval. When fully implemented, Travel Manager will provide a completely paperless travel process from creation of a travel document and the booking of the obligation/expense in the Department's Accounting

System, to reimbursement of travel expenses to the employee.

If you would like to register for one of the classes listed below, please email Cynthia Jones (jones-cynthia @dol.gov) or Sherry Johnson (johnson-sherry @dol.gov). The classes are filling up quickly so sign up early!



REGIONAL TRANSIT SUBSIDY

Regional Transit Subsidy payments will be processed by 2pm on April 17, 2001... a day later than usual because of Easter. Reimbursements should be in employee bank accounts no later than April 20, 2001.

SCHEDULE OF CLASSES

MARCH 29, 2001	9:00am – 4:00pm
APRIL 12, 2001	9:00am – 4:00pm
APRIL 24, 2001	9:00am – 4:00pm
MAY 10, 2001	9:00am – 4:00pm
MAY 23, 2001	9:00am - 4:00pm
JUNE 6, 2001	9:00am – 4:00pm

All classes will be held in the Francis Perkins Building, Room C5333.

GREG JAMES RECEIVES CERTIFICATE OF APPRECIATION



At its annual meeting, the Standard General Board presented Greg James, of the Division of Financial Statements, its Certificate of Appreciation for his valued contributions over the years. Its nice to know that other Federal agencies also recognize Greg's efforts and contributions to sound financial management in the Federal government. Congratulations Greg!

ATA Update as of PP 6, 2001

Where We Are Now

As of pay period 6, 2001, there were 12,200 ATA users nationwide, about 75 percent of DOL employees.

ATA Users				
Agency	National Office Users	Regional Location Users	Total Agency	Percentage Using ATA
BLS	1,647	125	1,772	69 %
ESA	687	2,575	3,262	82 %
ETA	623	698	1,321	95 %
ILAB	103	N/A	103	100 %
MSHA	401	439	840	37 %
OASAM	474	306	780	98 %
OIG	160	244	404	100 %
OSEC	451	33	484	73 %
OSHA	405	1,248	1,653	75 %
SOL	368	333	701	100 %
PWBA	234	568	808	100 %
VETS	39	39	78	32 %*

DOL	5,836	6,364	12,200	75 %
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*The base includes employees in State offices.

If you have any suggestions on how to improve the “look and style” of the OCFO Bulletin or other types of information to be provided, please contact Chaleta Moore at 202-693-6826 or via e-mail moore-chaleta@dol.gov.

DOLAR\$ AVAILABILITY SCHEDULE March 15, 2001 through April 20, 2001

Any Agency Financial Manager or Regional Financial Officer who requires a change to this schedule should call Karen Tekleberhan at (202) 693-6842 or Naomi Franklin at (202) 693-6843.

MARCH 2001

Thur., Mar. 15	-	Fri., Mar. 16	6:00 a.m. to 8:00 p.m.
Sat., Mar. 17	-	Sun., Mar. 18	System Closed
Mon., Mar. 19	-	Fri., Mar. 23	6:00a.m. to 8:00 p.m.
Sat., Mar. 24	-	Sun., Mar. 25	System Closed
Mon., Mar. 26	-	Fri., Mar. 30	6:00 a.m. to 8:00 p.m.
Sat., Mar. 31	-	Sat., Mar. 31	System Closed

APRIL 2001

Sun., Apr. 1	-	Sun., Apr. 1	System Closed
Mon., Apr. 2	-	Fri., Apr. 6	6:00 a.m. to 8:00 p.m.
Sat., Apr. 7	-	Sun., Apr. 8	System Closed
Mon., Apr. 9	-	Fri., Apr. 13	6:00 a.m. to 8:00 p.m.
Sat., Apr. 14	-	Sun., Apr. 15	System Closed
Mon., Apr. 16	-	Fri., Apr. 20	6:00 a.m. to 8:00 p.m.

